

314 CMR 12.00: OPERATION AND MAINTENANCE AND PRETREATMENT
STANDARDS FOR WASTE WATER TREATMENT WORKS AND INDIRECT
DISCHARGERS

Amend 12.03(3) as follows:

12.03(3)

- (3) Any person operating a wastewater treatment facility shall comply with the "Rules and Regulations for Certification of Operators of Wastewater Treatment Facilities" (257 CMR 2.00). Said operating personnel must demonstrate that they are trained and competent to provide services consistent with the equipment's specification, with the operation and maintenance requirements specified by the vendor and the designer, and with any specified by the Department. As appropriate, the operator will receive training from the technology vendor with certification that they are capable of operating the specific technology.

Amend 12.04:(3) as follows:

(3) In order to assure proper operation and maintenance, the Department may determine and require a minimum number of shifts and personnel per shift for any wastewater treatment facility taking into consideration the size, complexity and safety requirements of the particular facility. Any person operating wastewater treatment facilities shall prepare and submit to the Department a staffing plan. Said staffing plan shall contain a description of the number and qualifications of personnel necessary to ensure proper and continuous operation of the facilities and shall address the following items:

- (a) Number of operational days per week;
- (b) Number of operational hours per week;
- (c) Number of shifts per day;
- (d) Required personnel per shift;
- (e) Saturday, Sunday and Holiday staff coverage; and
- (f) Emergency operating personnel.

The staffing plan shall be updated every two years.

If the owner of the wastewater treatment facility intends to contract for operation of the facility, such contract shall be submitted to the Department for review and approval prior to execution of the contract and commencement of work.

a. The proposed contract operator must present a list of all other facilities, including personnel specific to each facility, for which the operator is responsible.

Amend 12.07(1) as follows:

(1) Monthly operating records shall be maintained in accordance with the most recent edition of the Department's publication titled "Directions for Completing Monthly Report Form for Wastewater Treatment Plants" which shall be available from the Department on request.

a. All daily inspection logs consistent with the O & M Manual requirements shall be kept at the facility for a period of three (3) years.

Amend 12.04(1) as follows:

12.04: Maintenance of Treatment Works

(1) Any person operating wastewater treatment facilities shall prepare, adopt and keep current an operation and maintenance manual. The operation and maintenance manual shall contain information necessary for the operator of the treatment works to properly operate and maintain said treatment works in accordance with the requirements of 314 CMR 12.00 and shall include at a minimum the following items:

- (a) Introduction
- (b) Permits and Standards
- (c) Description, Operation and Control of Wastewater Treatment Facilities
- (d) Description, Operation and Control of Sludge Handling Facilities
- (e) Description, Operation, Control and Testing of the Chemical Addition and Monitoring System
- (f) Personnel
- (g) Sampling and Laboratory Analysis
- (h) Records and Reporting
- (i) Maintenance
- (j) Emergency Operating and Response Program
- (k) Safety
- (l) Utilities

Insert into 12.05 as follows:

(13) Any and all chemical storage, metering systems, monitoring and associated alarms provided at a wastewater treatment facility for chemical addition shall be maintained in an operable condition and test monthly at a minimum. Operators shall certify annually as to the testing and calibration of the devices and the results submitted to the Department.

